

MDARNG Enlisted Promotion System

The Enlisted Promotion System is designed to fill authorized NCO vacancies with the best qualified Soldiers who have demonstrated the potential to serve in the next higher rank. Effective December 2016, the MDARNG will manage career progression of enlisted Soldiers under the Select, Train, Educate, Promote (STEP) methodology. Soldiers can be considered, selected and assigned to positions for promotion but can only be promoted upon completion of the the military education requirements noted as outlined in AR 600-8-19 paragraph 1-28a for "pin-on" promotion.



All Soldiers who meet the time-in-grade, time-in-service, SSD requirements, Professional Military Education qualification and hold a qualifying Career Progression MOS will be eligible for promotion unless a proper authority has denied promotion board consideration with a DA Form 4187. All requirements noted below must be met by the G-1 promotion packet submission dates noted here within.

References:

AR 600-8-19 Enlisted Promotions and Reductions; Chapter 7

G1 EPM EPS MOI published by the G1 (posted to Unit Bulletin Board)

MDARNG Promotion List published by the G1 (posted to Unit Bulletin Board)

Promotion Board/Promotion Consideration Requirements

RANK	TIG	TIS	SSD	NCOES (STEP)	NCOES (Pin-on)
SPC	12 mo	NA	SSD1	NA	BLC
SGT	18 mo	NA	SSD2	BLC	ALC
SSG	36 mo	9 yrs	SSD3	ALC	SLC
SFC	36 mo	13 yrs	SSD4	SLC	NA
MSG	36 mo	16 yrs	NA	NA	SMA



Enlisted Promotion System

G-1 Enlisted Personnel Management Contacts

410-576-6013

410-576-1456

410-576-6015

MARYLAND ARMY NATIONAL GUARD
JOINT FORCE HEADQUARTERS, MARYLAND
G-1 Enlisted Personnel Management
29TH DIVISION STREET, 5TH REGIMENT ARMORY
BALTIMORE, MD 21201-2288



Promotion Packet Checklist

- G-1 EPM Promotion Packet Checklist
- NGB Form 4100-1A-R-E for E-4 only*
- NGB Form 4100-1B-R-E for E-5 & above*
- E-4 Evaluation Form
- Validated or Certified Enlisted Record Brief (E-5 & above only).
Validate your ERB here:
<https://arngg1.ngb.army.mil/SelfService/CareerCenter/Home.aspx>
- Copy of highest military education
- APFT and Height/Weight history from RCAS or DTMS.
- Current DA Photo for E-6 and above IAW AR 640-30.

* NOTE: See your Human Resource Sergeant to assist with compiling these documents. Promotion packets should be completed 130 to 45 days prior to the board date. Promotion packets should be in order of the checklist.

Suspense Dates to G1 for Submission of Packets

Packets must be submitted to G-1 EPM by the following dates:

- E-4: 30 Nov
- E-7/E-8: 31 Jan
- 1SG/CSM Best Qual: 31 Jan
- E-6: 31 Jan
- E-5: 28 Feb

Promotion Board Dates

- E-4: 23 – 26 Jan 2018
- E-7/E-8: 14 – 15 Feb 2018
- 1SG/CSM Best Qual: 15 – 16 Feb 2018
- E-6: 12 – 16 Mar 2018
- E-5: 23 –27 Apr 2018

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SSG	36 mo	9 yrs	SSD3	ALC	SLC
SFC	36 mo	13 yrs	SSD4	SLC	NA
MSG	36 mo	16 yrs	NA	NA	SMA

1SG/CSM Best Qual Packets

The Best-Qualified Consideration Packet will include the following documents:

- NGB Form 4100-1B-R-E with proper annotation for consideration
- Letters of Recommendation:
 - Army CSM letter of recommendation for JFHQ's CSM/1SG Best Qual packets
 - MSC CSM letter of recommendation for MSC CSM Best Qualified packets
 - Battalion CSM letter of recommendation for 1SG Best Qual packets
- Biographical Sketch IAW NGR 600-200 (figure G-3), dated 31 July 2009
- Enlisted Record Brief (ERB)
- Copy of last 3 years of DA Form 705 (include all DA Forms 3349 if applicable)
- Last 3 years of DA Form 5500/5501 if applicable
- Copy of annual Physical Health Assessment (PHA)
- Applicants will have a current DA Photo IAW AR 640-30 and the MDARNG Best Qual MOI.

Per Memorandum of Instruction (MOI) for the Command Sergeant Major/First Sergeant Best Qualified Board published annually by G-1 EPM.